



**Fauquier County Public Schools
Special Education Advisory Committee (SEAC)
Executive Subcommittee**

**January 22, 2026, 6:00-7:30 p.m.
Panera Bread 251 W. Lee Hwy Suite 227, Warrenton, VA**

MINUTES

The subcommittee meeting was called to order at 6:22 p.m. by Chair Amy Hunter. Members in attendance were Amy Hunter, Marilyn McCombe, Anna Williams, Elliott Robinson, Zach Roberts, and Megan Monnahan were present.

Parent Survey Analysis (General)

- **Low Response Rate and Contributing Factors:** The response rate for the recent survey was very low, at only 6% of students with IEPs (111 responses), with some schools having only one response. Factors discussed include timing of survey release, varying family engagement across schools, and an apparent lack of a Spanish translated version (email to parents was only in English and there were no responses in Spanish).
- **Data Inaccuracies and Technical Glitches:** The survey results contained incorrect data, such as a student listed as both 11th grade and pre-K. A SEAC member also reported that their completed survey response was not registered, suggesting a potential technical glitch with the Google Form.
- **School-Specific Information:** Several parent comments contained concerns about specific schools and situations. The subcommittee suggested that these be shared with Ms. Gum for review and follow-up, as she deems appropriate.

Key Issues/Concerns Identified from Survey and Discussion

- **Parent Awareness and Communication:** A significant portion of respondents were unaware of SEAC, PEATC, and the FCPS Parent Resource Center. Parent communication was mentioned frequently. Specifically, parents mentioned not being informed of student progress. Subcommittee members note that these reports are on the VAIEP portal, but that there is no process for confirming that parents have viewed them (unlike IEPs and other documents that require a parent signature). It was recommended that the SEAC discuss options for ensuring that parents receive these reports, including the option of providing printed progress reports to parents.
- **Teacher/Staff Turnover and Compensation:** A recurring theme was special education staff turnover, high caseloads, and insufficient pay. The consistency of case managers is a particular concern for parents. SEAC members discussed the reasons, other than staff turnover, why case managers often change from one year to the next.

- **Discipline and Manifestation Determination:** Survey comments highlighted concerns about student discipline for students with disabilities. The discussion clarified that behavioral expectations should be the same for all students, but the key difference lies in providing necessary accommodations and supports (like a behavior plan) and the consequences and/or incentives rather than automatic suspension.
- **Progression of Students with Disabilities:** Concerns were raised about students being “pushed through” to the next grade without mastering basic skills, and a discrepancy between grades and skill level.
- **IEP Services and Accommodations:** Parents mentioned concerns about ensuring that IEP services and accommodations are consistently implemented. A concern was raised about administrators serving as the special education teacher on an IEP team, instead of a teacher who is providing instruction to that student.
- **Response to Intervention (RTI) Process:** A concern was noted that students who are successful with accommodations during the RTI process are reportedly not being evaluated for special education services. It was mentioned that the 60-day timeline for an evaluation begins once a parent requests it, regardless of any ongoing RTI process.

Future SEAC Topics and Outreach

- **Improving Outreach:** To improve awareness, the group discussed adding a QR code for the survey to the newsletter and creating a dedicated special education section in the weekly FCPS newsletter.
- **Future Discussion Topics:** A list of issues was compiled for future SEAC consideration, including awareness of SEAC and PEATC, discipline, staffing and turnover, consistency in case management, virtual related services (speech/vision), the role of IAs, student promotion vs. retention, and SOL testing participation.

Disability Resource Document: Mr. Roberts shared an updated version of the Disability Resource Document with revised wording and embedded links was presented. This updated draft will be emailed to the full SEAC with the next agenda for consideration at the February meeting.

Exemplary Service Awards

- As of the subcommittee meeting, 12 nominations had been received.
- Ms. Hunter said that she plans to recommend creation of an Award Selection Subcommittee at the next SEAC meeting. It was recommended that SEAC members who made a nomination not serve on that subcommittee. The group suggested that this subcommittee could meet at 6:00 pm on February 12, pending approval by the full SEAC.

Recommendations to the full SEAC

- Request that FCPS reopen Parent Survey for a two-week period to address the concerns outlined above, and that the new survey email be in both English and Spanish, and that the survey be tested for accessibility in Spanish.
- Beginning next year, conduct an annual parent survey in the Fall, rather than in January. Expand publicity of the survey, including a QR code on the SEAC brochure and in other locations.

- Emphasize the impact of high teacher and staff turnover on students with disabilities in the SEAC's annual report to the school board and consider other ways to communicate this impact.
- Address parent concerns about communication, especially concerns about not receiving regular student progress reports.
- Discuss ways to increase parent awareness of the existence and roles of the SEAC, the PRC, and PEATC. Discuss options for expanding SEAC outreach to parents.
- Consider addressing the following issues:
 - Parents not receiving progress reports (potentially due to challenges with VAIEP online access)
 - Student Discipline and Manifestation Determination
 - RTI and the Special Education Eligibility Timelines

The meeting was adjourned at 8:10pm with unanimous approval by members present.

Submitted by:
Anna Williams
Secretary

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